

**605—10.3 (34A) Joint E911 service boards.** Each county board of supervisors shall establish a joint E911 service board.

**10.3(1) Membership.**

*a.* Each political subdivision of the state, having a public safety agency serving territory within the E911 service area, is entitled to voting membership. For the purposes of this paragraph, a township that operates a volunteer fire department providing fire protection services to the township, or a city that provides fire protection services through the operation of a volunteer fire department not financed through the operation of city government, shall be considered a political subdivision of the state having a public safety agency serving territory within the county.

*b.* Each private safety agency, such as privately owned ambulance services, airport security agencies, and private fire companies, serving territory within the E911 service area, is entitled to a nonvoting membership on the board.

*c.* Public and private safety agencies headquartered outside but operating within an E911 service area are entitled to membership according to their status as a public or private safety agency.

*d.* A political subdivision that does not operate its own public safety agency but contracts for the provision of public safety services is not entitled to membership on the joint E911 service board. However, its contractor is entitled to membership according to the contractor's status as a public or private safety agency.

*e.* The joint E911 service board elects a chairperson and cochairperson.

**10.3(2) Alternate 28E entity.** The joint E911 service board may organize as an Iowa Code chapter 28E agency as authorized in Iowa Code subsection 34A.3(3), provided that the 28E entity meets the voting and membership requirements of Iowa Code subsection 34A.3(1).

**10.3(3) Joint E911 service board bylaws.** Each joint E911 service board shall develop bylaws to specify, at a minimum, the following information:

*a.* The name of the joint E911 service board.

*b.* A list of voting and nonvoting members.

*c.* The date for the commencement of operations.

*d.* The mission.

*e.* The powers and duties.

*f.* The manner for financing activities and maintaining a budget.

*g.* The manner for acquiring, holding and disposing of property.

*h.* The manner for electing or appointing officers and terms of office.

*i.* The manner by which members may vote to include, if applicable, the manner by which votes may be weighted.

*j.* The manner for appointing, hiring, disciplining, and terminating employees.

*k.* The rules for conducting meetings.

*l.* The permissible method or methods to be employed in accomplishing the partial or complete termination of the board and the disposing of property upon such complete or partial termination.

*m.* Any other necessary and proper rules or procedures.

Each member shall sign the adopted bylaws.

The joint E911 service board shall record the signed bylaws with the county recorder and shall forward a copy of the signed bylaws to the E911 program administrator at the state homeland security and emergency management division.

**10.3(4) Executive board.** The joint E911 service board may, through its bylaws, establish an executive board to conduct the business of the joint E911 service board. The executive board will have such other duties and responsibilities as assigned by the joint E911 service board.

**10.3(5) Meetings.**

*a.* The provisions of Iowa Code chapter 21, "Official Meetings Open to the Public," are applicable to joint E911 service boards.

*b.* Joint E911 service boards shall conduct meetings in accordance with their established bylaws and applicable state law.

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